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PART I

IMPORTANT GOVERNMENT ORDERS

CHIEF SECRETARIAT

(GENERAL ADMINISTRATION DEPARTMENT)

Preparation of list of Selected candidates by the Recruiting Authorities—Instructions.

CIRCULAR

No. GAD 25 SCR 74, BANGALORE, DATED 24TH AUGUST, 1974.

According to rule 7 of the Karnataka Civil Services (Direct Recruitment by Selection) Rules, 1973, the selecting authority has to prepare two lists in the order of merit, the first list containing the names of candidates eligible for appointment equal in number to the number of vacancies notified and the second an additional list in which the number of candidates included shall, as far as possible, be ten per cent of the vacancies notified. According to rule 8, the candidates included in the second list may be appointed after the candidates in the first list have been appointed.

2. A case has come to the notice of Government in which the selecting authority had prepared only one list *viz.*, the first list as only one vacancy was notified and it was not possible to prepare the second list of one tenth of one vacancy. This was not correct. In every recruitment the selecting authority has to prepare two lists and in cases where the number of vacancies notified is less than ten, the second list should include one candidate. Otherwise, the very purpose of rule 7 (2) would be defeated if the candidate included in the first list is, for any reason, not available for appointment.

3. The above instructions are brought to the notice of all Selecting Authorities for guidance.

N. P. JOSHI,
Deputy Secretary to Government,
General Administration Department,
(Service Rules).